



CSO Architect



# Addendum

ADDENDUM NO: 2

PROJECT: Pleasant Grove Elementary Schools – Addition and Renovation

PROJECT NO: 14151

DATE: May 29, 2015

BY: Amy Rees

This Addendum is issued in accordance with the provisions of “The General Conditions of the Contract for Construction,” Article 1, “Contract Documents” and becomes a part of the Contract Documents as provided therein. This Addendum includes:

1. Addendum page ADD2 – 1
2. Pre-bid Meeting Report
3. Pre-bid meeting sign-in sheets

## **GENERAL CLARIFICATION ITEMS:**

0.01 (not used)

## **PART 1 – BIDDING AND CONTRACT DOCUMENTS**

1.01 (not used)

## **PART 2 – SPECIFICATIONS**

2.01 (not used)

## **PART 3 – DRAWINGS**

3.01 (not used)

END OF ADDENDUM #2



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# Pre-Bid Meeting Report

**RE:** Pre-Bid Conference

**Meeting Date:** May 27, 2015

**Project:** Pleasant Grove Elementary School Renovation & Addition RE-BID

**Project Number:** 14151

### INTRODUCTIONS

**Owner:** Center Grove Community School Corporation  
Dave Statler – Facilities Engineer

**Architect:** CSO Architects  
Andy McNeilly – Project Manager  
Amy Rees – Project Architect  
Jim Porter – Contract Administrator

**MEP Engineer:** Stair Associates  
Randy Stair - Principal

**Construction Manager:** Hunt Construction Group  
Andrew Turner – Assistant Project Engineer

### DESCRIPTION OF PROJECT

**Addition of kindergarten classrooms and expansion of the gym. Renovation for Art and Music in the southwest corner and renovation in the south wing for new restrooms.**

### BID DUE DATE

1. Bids will be due at **2:00 p.m.** local time on **June 8, 2015** at the **Educational Services Center, 4800 West Stones Crossing, Greenwood, IN 46143**
2. The bids will be **publicly** opened and taken under advisement for review and recommendation by the **Owner and Architect**

### INSTRUCTION TO BIDDERS

1. The project is classified as a public project and will require that **Prevailing Wage Rates** be utilized when computing your bid.
2. It is asked that all questions and /or requests be addressed directly to the **Architect** in writing, by fax, or e-mail (**preferably e-mail**). The answers, qualifications, or information noted during this meeting or during phone conversations that differ from the bidding documents are not to be considered official unless noted in an Addendum.
3. Requests for approval of product or equipment substitutions must be submitted in writing on the form provided in the project manual to the **Architect** no later than **5:00 p.m. on Monday, June 1, 2015.**



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4. A Bid Security of **5%** or a certified check made out to **Center Grove Community School Corporation** for **5%** of the bid amount is required.
5. A Performance Bond of **100% included in** the contractor's bid is required.
6. The school corporation's tax-exempt number **will be provided to the successful bidders.**
7. For consideration, a Bid Form must be submitted in duplicate, sealed in an envelope, and delivered to **the central administration building by the designated time. The clock at the reception desk will be used as the "official" clock for determining when receipt of bids will be closed.**
8. Bids must be submitted on the State Board of Accounts Form 96-Revised and Supplementary Bid Form provided in the project manual.
9. Bids shall be guaranteed for **60** days.

### CONTRACT INFORMATION

1. The project will be constructed under a Single Prime Contract with the Owner with all bids received on a lump sum basis.
2. The Owner/Contractor Agreement will be **AIA document A101 2007 Edition.**

### PROJECT SCHEDULE:

1. **June 8** – Receipt of Bids
2. **June 16, 2015** – Recommendation to School Board
3. **June 17, 2015** – Notice to Proceed
4. Contractor will be able to access the project area **immediately** upon receiving the "Notice to Proceed"
5. **Substantial Completion** – See phasing schedule and drawings in the bid documents.

### ALLOWANCES:

There are allowances to be included in each prime contractor's bid. See section 01 21 00 of the Project Manual.

1. General Contingency Allowance #1 - \$30,000.00

### ALTERNATE BIDS:

As additions to the Base Bid, the following Alternate Bids shall be included with each bid as indicated.

1. Alternate No. 1 – Art, Music and Staff Lounge/Workroom
2. Alternate No. 2 – Large Group Instruction/World Languages
3. Alternate No. 3 – Large Group Instruction Addition
4. Alternate No. 4 – Existing Restroom Renovation
5. Alternate No. 5 – New Restroom Renovation
6. Alternate No. 6 – Gym Expansion and Mechanical Room Renovation



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### SPECIAL NOTES

1. **Center Grove Community School Corporation facilities are TOBACCO FREE SITES. This means that the use of any tobacco products on the school property is prohibited**
2. **Contractors wishing to make follow-up visits to the building must contact Dave Statler at (317) 716-2447 to set up a time. Do not attempt to visit the site or building without first notifying the school corporation.**
3. **Andrew Turner was present from Hunt Construction. Hunt will be overseeing construction.**
4. **Pay special attention the phasing and some mechanical items that will need to be installed before school starts in the fall.**
5. **Temporary walls separating construction areas from occupied student areas must be in place by the end of July.**
6. **Phasing drawings in the printed sets are not in color. Colored drawings will be issued in Addendum #1.**